

FIREARMS DEALER NOTIFICATION (HANDGUN TRANSFERS)

SECTION 1 TRANSFeree (Buyer)										
1. Transferee (Buyer's) Name (Last, First, Middle) Must match exactly to your DL/ID.						2. Other Name(s) used now or at any time in the past (e.g., maiden/alias)				
3. Sex	4. Race	5. Date of Birth (mm/dd/yy)	6. Place of Birth (City, State)		7. Country of Citizenship		8. Height	9. Weight	10. Hair	11. Eyes
12. Residence Address					13. City			14. State	15. Zip	
16. Transferee (Buyer) Certification - Buyer must answer each question with a "YES" or a "NO" in the box at the right of the question.										
a) Are you the actual purchaser of the firearm? You are the actual purchaser if you are not purchasing the firearm at the request of, or on behalf of, any other person or are not purchasing the firearm with the purpose or intent of reselling the firearm to any other person.										
b) Are you purchasing the firearm with the purpose or intent to transfer the firearm to a person who is prohibited from possessing a firearm under state or federal law? WARNING: TRANSFER TO MINORS, FELONS AND PROHIBITED PERSONS. It is illegal for anyone to provide or assist in providing any firearm to a minor, except under certain conditions as set forth in the Wisconsin statutes, and under any circumstances to provide or assist in providing any firearm to a convicted felon or any other person prohibited by law from possessing a firearm under s. 941.29. Criminal prosecution may result in up to a \$25,000 fine and up to 10 years imprisonment under s. 941.2905.										
c) Have you ever been convicted of a felony in this state or a crime elsewhere that would be a felony if committed in Wisconsin? (A felony is any crime for which you could have been imprisoned for more than one year even if you were not imprisoned or served less than one year.)										
d) Have you ever been found not guilty of a felony in Wisconsin by reason of mental disease or defect?										
e) Have you ever been found not guilty of or not responsible for a crime elsewhere that would be a felony in this state by reason of insanity or mental disease, defect or illness?										
f) Are you subject to a court order under Wisconsin Chapters 51, 54 or 55 (relating to involuntary commitments, commitments for alcoholism, guardianships and protective placements) prohibiting you from possessing a firearm?										
g) Have you ever been adjudicated delinquent as a juvenile for an act committed on or after April 21, 1994, that if committed by an adult in Wisconsin would be a felony <u>and</u> have not been exempted from the firearm prohibition by order of a court pursuant to s. 941.29(8)?										
h) Are you subject to a court order under the harassment injunction law (sec. 813.125) prohibiting you from possessing a firearm?										
i) Are you subject to a domestic abuse injunction or domestic abuse tribal injunction (sec. 813.12) or a child abuse injunction (sec. 813.122)? [Note: This question applies to proceedings, which were commenced on or after April 1, 1996.]										
<i>If question 16 (a) cannot be truthfully answered "YES", and questions 16 (b)-(i) cannot be truthfully answered "NO", the dealer may not transfer the firearm. A dealer may not transfer firearms to persons convicted of felonies, or crimes elsewhere that would be a felony if committed in Wisconsin, unless the buyer has received a pardon for the crime or felony, which does not expressly deny the right to possess a firearm or has obtained relief from disabilities under 18 USC 925(c). If that is the case, the buyer must provide positive proof prior to obtaining the firearm.</i>										
17. I certify under and in accordance with s. 175.35(2e) of the WI Statutes that all statements on this form are true. I understand that if I knowingly make a false statement, I am subject to penalties of up to a \$10,000 fine and up to 9 months imprisonment under s. 175.35(3)(b). I further understand that if I intentionally provide false information regarding whether I am purchasing a firearm with purpose or intent to transfer it to another person who I know or reasonably should know is prohibited from possessing a firearm, I am committing a Class H felony subject to penalties up to \$10,000 and up to 6 years imprisonment under s. 175.35(3)(b)2.										
Buyer's Signature & Telephone Number									Date	
SECTION 2 FIREARMS DEALER (Seller)										
18. Type of Photo Identification (Required) Driver's License # _____ Wisconsin Identification Card # _____ Other (Please Specify) _____						19. Firearms Dealer Business Name and Address				
20. Dealer Clerk's Signature								Date		
PLEASE CALL THE HANDGUN HOTLINE (1-800-262-4867) AND RECORD THE FOLLOWING INFORMATION										
21. Name of Requestor				22. Date		23. Time of Request AM PM		24. Hotline Operator Number		
25. Request Confirmation Number			26. Transfer Approval Number				27. Nonapproval Number			
DO NOT TRANSFER FIREARM UNTIL A TRANSFER APPROVAL NUMBER IS RECEIVED AND RECORD THE FOLLOWING INFORMATION										
28. Date of Transfer		29. Time of Transfer AM PM		30. Transferred by				31. Dealer Identification Number (DIN)		

GENERAL INFORMATION

- 1) Dealer and buyers must conform to federal requirements in addition to completion of this form.
- 2) Completion of this form is required in accordance with s. 175.35(2g) of the Wisconsin Statutes and with Chapter Jus. 10, Wisconsin Administrative Code. If the buyer cannot read or write, the form must be completed by a person other than the dealer after a careful consultation with the buyer. After the form is completed, the dealer shall question the buyer to ensure that the form is truthfully and fully completed. The buyer's mark shall be obtained in the "Buyer's Signature" block and be witnessed by the individual that helped to complete the form.
- 3) Pursuant to s. 175.35(2g)(c), the Wisconsin Department of Justice (DOJ) must accomplish a mandatory firearms restrictions record search to ensure that a person may lawfully possess a handgun under s. 941.29 of the Wisconsin Statutes.

Section 941.29 prohibits possession of a firearm if a person has been:

- Convicted of a felony in Wisconsin
- Convicted of a crime elsewhere that would be a felony if committed in Wisconsin
- Found not guilty of a felony in Wisconsin by reason of mental disease or defect
- Found not guilty of or not responsible for a crime elsewhere that would be a felony in Wisconsin by reason of insanity or mental disease, defect or illness
- Adjudicated delinquent for an act committed on or after April 21, 1994, that if committed by an adult in Wisconsin would be a felony
- Committed for treatment under s. 51.20 (involuntary mental health commitment) or s. 51.45(13) (involuntary commitment for alcoholism), or have had a guardian appointed under s. 54.10 or are the subject of a protective placement under s. 55.12, and in any such case have been ordered not to possess a firearm.
- Subject to a court order under the harassment injunction law (sec. 813.125) prohibiting the possession of a firearm
- Subject to a domestic abuse injunction or domestic abuse tribal injunction (sec. 813.12) or a child abuse injunction (sec. 813.122) prohibiting the possession of a firearm [Note: This statement applies to proceedings which were commenced on or after April 1, 1996]

INSTRUCTIONS

SECTION 1 Transferee (Buyer's Section)

- 4) Complete blocks 1 through 17 by legibly printing the required information in ink.
- 5) Use M (Male) or F (Female). Height should be entered as feet and inches (e.g., 6'4"). Authorized abbreviations for the remaining categories are:

RACE		HAIR COLOR				EYE COLOR			
W	White	BRO	Brown	RED	Red	BLU	Blue	HAZ	Hazel
B	Black	BLK	Black	SDY	Sandy	BRO	Brown	PNK	Pink
I	American Indian or Alaskan Native	BLN	Blond	WI	White	GRY	Gray	MAR	Maroon
A	Asian or Pacific Islander	GRY	Gray	XXX	Other	GRN	Green	BLK	Black

- 6) Give the form to the dealer.
- 7) Furnish reliable identification that includes a photograph. A motor vehicle operator's license or state issued identification card are examples of reliable identification.

SECTION 2 Firearms Dealer (Seller's Section)

- 8) Complete all required information in ink.
- 9) The Dealer Identification Number (DIN) block in box 31 of the form *is mandatory*.
- 10) Check transferee's photo identification and complete block 18.
- 11) A stamp may be used for block 19.
- 12) Dealer Clerk's Signature and Date in block 20.
- 13) Utilize the online system or call the Handgun Hotline (1-800-262-4867) and provide the hotline operator with the form number printed in red (upper right hand corner of the form) and your Dealer Identification Number (DIN – Box 31), and the information concerning the buyer.
- 14) Complete blocks 21 through 25.
- 15) When the firearms restrictions record search is completed, record the Transfer Approval Number in block 26 or Nonapproval Number in block 27.
- 16) If a Nonapproval Number is issued, provide the buyer with his or her copy of the form and mail the "CIB" copy to the address provided below *within 24 hours*. (Including online submissions)
- 17) If a Transfer Approval Number is issued, complete blocks 28 through 30 at the time of the firearm transfer, provide the buyer with his or her copy of the form and mail the "CIB" copy to the address below *within 24 hours after transfer of the firearm*. If you submit a background check using the online system you are not required to return the pink form, except for NonApproved transfers.

Crime Information Bureau

Attn: Handgun Hotline

Post Office Box 2718

Madison, Wisconsin 53701-2718

Failure to request a firearms restrictions record search prior to a transfer of a handgun, failure to provide truthful and accurate information to CIB, failure to maintain the original records regarding the transfer, and failure to provide CIB with a copy of the form within 24 hours of a denial or a transfer are violations of s. 175.35 (2), (2f), and (2j) and may result in a fine of up to \$10,000 and up to 9 months imprisonment under s. 175.35(3)(a).